

# N.H. Department of Environmental Services

## Water Division

Statutory or regulatory authority for each information requirement is noted in parentheses.

### GROUNDWATER RECLASSIFICATION CHECKLIST

#### Reclassification Application and Protection Area Delineation

1	DES request form filled out and signed by the duly-authorized representative (Env-Dw 901.05(b) with concurrence from local governing body (Env-Dw 901.05(d))
2	If reclassifying to GAA, WHPA delineation (Env-Dw 901.11(a), or estimated WHPA for future WHPA delineation (Env-Dw 901.12(c), or GA1 area defined and presented on 7.5' topo map (Env-DW 901.12(a)
3	If reclassifying to GA1, a description of the relationship of the proposed area to existing or planned drinking water supplies including any hydro-geologic information that supports the definition of the area on the map and a statement regarding the extent of current or future use of area for drinking water supply purposes (Env-Dw 901.12(b)(1) and (2))

#### Public Informational Meeting description containing items 4a-4f

**(Env-Dw 901.13).** (Meeting is optional, but if meeting is held the following information must accompany reclassification request.)

4a	Date
4b	Location
4c	Number of people attending
4d	Locations where meeting notice was posted (2 public places)
4e	Name of local newspaper in which notice was published
4f	Information presented at the meeting regarding estimated cost of seeking and maintaining reclassification, if not a private water supplier (Env-Dw 901.13(b))

#### Potential Contamination Source (PCS) "inventory report" containing items 5-6f (RSA 485-C:8 II and Env-Dw 901.14 and 901.15)

5	General description of how the inventory was performed and what sources of information were used to ensure its completeness, based on site visits
6	A listing of information containing items 6a-6f for each PCS in the protection area.
6a	Site address
6b	Tax map and lot number
6c	Property owner name and address

## GROUNDWATER RECLASSIFICATION CHECKLIST

6d		Operator name and address
PCS Inventory, continued (supply items 6a through 6f for each PCS)		
6e		Estimates of the type and quantity of regulated substances used and wastes generated
6f		Location of each PCS shown on an indexed map (municipal or 7.5' topo map)
PCS Management Plan (RSA 485-C:8 III. and Env-Dw 901.16), containing items 7-13c		
7		Description of process for updating the inventory every three years or less (Env-Dw 901.16 (b)(1))
8		Description of process for written notification to the owner of each PCS every 3 years (Env-Dw 901.16(b)(2))
9		Copy of written notification to each PCS that was or will be used that contains 9a-9h
9a		Name and address of contact person for the local entity requesting reclassification (Env-Dw 901.16(c)(1))
9b		For GAA areas, location of wells to be protected (Env-Dw 901.16(c)(1))
9c		Statement that PCS is in either a wellhead protection area, or is in an area likely to have groundwater below it that is drawn to a community water supply well, or an area of potential use for future public water supply (Env-Dw 901.16(c)(2)).
9d		Listing of the present use of the property recorded in the inventory (Env-Dw 901.16(c)(3))
9e		Statement that present use of the property is considered to have potential for groundwater contamination (Env-Dw 901.16(c)(3))
9f		Copy of BMP rules (Env-Dw 901.16(c)(4)) and statement that PCS is subject to them (RSA 485-C:8 III (c))
9g		Statement that any unpermitted discharges to groundwater or contamination of groundwater is illegal under RSA 485-A:13 and under Env-Or 600 and Env-Wq 1500 (Env-Ws 901.16(c)(5))
9h		Name and phone number of a contact person and affiliated agency to call at the local level and at the state level with questions about the program (Env-Dw 901.16(c)(6))
PCS management plan, continued		
10		A paper and computer database file listing of information containing items 10a-10c for each property within the area to be reclassified ((RSA 485-C:9, VI(b) and Env-Dw 901.16(b)(3))
		Owner's name

## GROUNDWATER RECLASSIFICATION CHECKLIST

10a		
10b		Owner's full mailing address
10c		Tax map and lot number
11		List of all facilities requiring or having release detection permits (Env-Dw 901.16(b)(4))
12		Assessment of the ability of the local entity to implement and maintain PCS management program (Env-Dw 901.16(b)(6))
13		A description of the process for performing management inspections, including items 13a-13c (Env-Dw 901.16(b)(5))
13a		Statement that inspections will be conducted every 3 years except for agriculture/pesticide sites (Env-Dw 901.17(a))
13b		Statement that written notice of BMP violations will be sent to PCSs within 30 days of inspection (Env-Dw 901.17(b))
13c		Statement that local entity will report to local health officer and DES if unable to gain access to PCS (Env-Dw 901.17(c))

Comments: \_\_\_\_\_

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